

**DUTY STATEMENT
DEPARTMENT OF MENTAL HEALTH
PATTON STATE HOSPITAL**

JOB CLASSIFICATION: PSYCHIATRIC TECHNICIAN (SAFETY) CSO
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1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Psychiatric Technicians work under general supervision and, in addition to their custody responsibilities, provide a basic level of general behavioral and psychiatric nursing care and are expected through their attitude, knowledge, and performance to facilitate the rehabilitation of clients/patients.

Psychiatric Technicians work to maintain order and supervise the conduct of clients/patients, to protect and maintain the safety of persons and property; to provide a basic level of general behavioral psychiatric nursing care to clients/patients who are mentally disordered offenders; and to participate in the overall psychiatric treatment program.

PROVISION OF CARE

20 %

- Provide a basic level of general and psychiatric nursing care to mentally ill and emotionally disturbed clients/patients commensurate with age of clients/patients served.
 - Supervises client/patient activities, including unit routines and specific group activities, as outlined in nursing care plan.
 - Provides, structures, and maintains a therapeutic milieu in collaboration with the clients/patients and other staff.
 - Uses therapeutic interventions and modalities to assist clients/patients regain or improve their adaptive skills and decrease maladaptive behavior.
 - Leads groups.
 - Applies mental health principles in establishing effective therapeutic relationships with clients/patients.
 - Assists rehabilitation therapists in occupational, recreational and industrial therapy program for clients/patients.
 - Motivates and assists clients/patients to develop self-reliance in activities of daily living.
 - Receives visitors and encourages their interest in the clients/patients welfare.
 - Escorts clients/patients intra-hospital and to outside community services.
- Is aware of clients'/patients' rights, the potential for client abuse, either overtly or covertly, is alert for employee/client involvement and promptly

reports any adverse or suspected behavior.

PROVISION OF EMERGENCY CARE

5 %

- Is aware of unit and hospital emergency-care equipment and techniques.
- Takes appropriate action in emergency situation.
- Maintains current CPR and TSI certification
- Demonstrates and exercises skills in identification of and response to crisis management of behaviors to protect people and property.
- Responds to all emergency alarms in the assigned response area.
- Knows the individual's role in the hospital's and the unit's disaster plan.

MEDICATION/TREATMENT

5 %

- Within the scope of licensure and certification, performs nursing procedures such as Administering medications and treatments, including oral medications, hypodermic injections, blood glucose monitoring (finger sticks), catheterization, enemas and taking and charting vital signs.
- Maintains infection control.

OBSERVING/RECORDING

10 %

- Observes and records signs, symptoms, behavior, and client response to medications and nursing care per Patton State Hospital's policies and procedures.
- Enters as part of the clients/patients' permanent record, progress notes summarizing health status and progress or lack of progress in attainment of the nursing care plan/psychiatric treatment plan objectives.

NURSING ASSESSMENT ACTIVITIES

10 %

- Observes clients/patients conditions and behavior, noting changes in the interdisciplinary notes.
- Reports significant changes in behavior or health status to the Registered Nurse, the Shift Lead, or other appropriate staff.
- Records response or lack of response to treatment plan in the prescribed format.

NURSING CARE PLANNING ACTIVITIES

5 %

- Collaborates with members of the nursing team in the development and implementation of nursing care plan interventions.

- Follows the nursing care plan interventions to assist the client/patient regain or improve adaptive skills and decrease maladaptive behaviors.
- Provides the Registered Nurse with information pertinent to the client's/patients' response to nursing care plan interventions.

INTERDISCIPLINARY TEAM MEMBER

- 5 %
- Participates with other disciplines, as part of the treatment team, to provide an overall treatment program for the client/patient.

INFECTION/DISEASE CONTROL

- 5 %
- Follows established nursing procedures to promote infection control. Participates in unit environmental inspections and maintains a clean and safe environment.

INSERVICE TRAINING

- 5 %
- Helps to identify training needs for self and unit.

CONTINUOUS QUALITY IMPROVEMENT

- 5 %
- Participates in quality assessments of nursing interventions for the biophysical, psychosocial, environmental, self-care and educational needs of clients/patients.
 - Provides data in accordance with hospital policy to authorized Individuals or committees as assigned.

SAFETY/SECURITY

- 5 %
- Adheres to all policy and procedures concerning health and safety of the environment and protection of clients/patients and staff from physical and environmental hazards.
 - Observes Patton State Hospital safety and security measures and initiates/assists in security functions.
 - Participates in unit safety and security inspections.
 - Exercises skills in crisis intervention, including recognizing, management and redirecting problem behaviors for the protection of people and property.

20%

SITE SPECIFIC DUTIES

- **Review all Unit Daily Compliance Reports for accuracy and corrections if needed.**
- **Review Program's 24 Hr Reports Reports for accuracy and corrections if needed.**
- **Assign Registry and hire and assign Overtime as needed.**
- **Utilize the Automated Staff Scheduling Information Support Tool (ASSIST) to staff the entire hospital.**

2. SUPERVISION RECEIVED

Under direct supervision of U.S. CSO and Nurse Administrator.

3. SUPERVISION EXERCISED

May act as Shift Lead for CSO or Designee for U.S. if applicable.

4. KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

Fundamentals of nursing care; general behavioral and psychiatric procedures; client/patient behavior and mental health principles and techniques involved in the care and treatment of individuals or groups of mentally disordered clients/patients; custody procedures; public and property protection policies; current first aid methods; medical terminology; pharmacology; cardiopulmonary resuscitation; management of assaultive behavior techniques; hospital procedures.

ABILITY TO:

Learn and apply sound judgment for situations including the protection of persons and property; apply basic nursing knowledge, skills and attitudes; establish effective therapeutic relationships with mentally disordered clients/patients; recognize symptoms requiring medical or psychiatric attention; think and act quickly in emergencies; work with a treatment team to provide occupational, recreational, vocational, and educational therapy programs for clients/patients; follow directions; keep appropriate records; develop clear and concise reports of incidents; analyze situations accurately and take effective action.

5. REQUIRED COMPETENCIES

INFECTION CONTROL

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

CPR

Maintains current certification.

AGE SPECIFIC

Provides services commensurate with age of patients / clients being served.

MANAGEMENT OF ASSAULTIVE BEHAVIOR

Applies and demonstrates knowledge of correct methods in the management of assaultive behavior (MAB).

RESTRAINT/SECLUSION

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace, which enable the employee to work effectively.

SITE SPECIFIC COMPETENCIES

Interim Fire, Life & Safety Plan

TECHNICAL PROFICIENCY (SITE SPECIFIC)

6. LICENSE OR CERTIFICATION

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Service. Employees in this classification must:

- Possess a valid license to practice as a Psychiatric Technician issued by the California Board of

Vocational Nurse and Psychiatric Technician examiners.

7. TRAINING - Training Category = Full Contact PT

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS

The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job duties.

Employee Signature

Damon Butler US

Print Name

Damon Butler

Date

11/02/21

Supervisor Signature

Print Name

Date

Nursing Coordinator

Print Name

Date

[Signature] NC

Christopher Jarler

11-2-2021